



## ***Certifying Acreage: Filing an FSA-578, Report of Acreage, with FSA***

### **Program Overview**

Filing an accurate and timely report for all crops and land uses, including prevented plantings and failed acreage, can prevent loss of benefits for FSA programs.

Each producer who expects to receive benefits under an FSA program is responsible for complying with every provision of that program, including:

- Complying with highly erodible and wetland conservation provisions
- Providing accurate acreage reports and production evidence when required

| <b>Program / Benefit</b>  | <b>Acreage Reporting Requirement</b>                 |
|---|--|
| Marketing Assistance Loans (MALs) and LDPs  | All cropland on farm                                 |
| Direct and counter cyclical payments (DCP)  | All cropland on farm                                 |
| Average Crop Revenue Election Program (ACRE)  | All cropland on farm                                 |
| Conservation Reserve Program (CRP) annual rental payment  | CRP acreage  |
| Non-insured Crop Disaster Assistance Program (NAP)  | Crop Acreage for which NAP benefits may be requested |
| Disaster Assistance Programs, including:<br><br>Supplemental Revenue Assistance Program (SURE)<br><br>Emergency Assistance for Livestock, Honeybees, and Farm-Raised Fish (ELAP)<br><br>Tree Assistance Program (TAP) | Crop Acreage for which benefits may be requested     |

### **Reporting Acreage, FSA-578**

To avoid late-filed fees and loss of program benefits, producers should provide acreage reports according to the following table:

| <b>CROP</b>        | <b>Reporting Deadline</b> |
|--------------------|---------------------------|
| Honey              | January 2                 |
| Maple Sap          | February 15               |
| Ornamental Nursery | May 31                    |
| All other crops    | July 15                   |

### **Who can file an acreage report?**

Signed and dated acreage reports, FSA-578, may be accepted from:

- The farm operator
- The farm owner
- Person authorized by power of attorney
- Tenants and share-croppers, but only for crop acreage for which the person has a share. However, all cropland on the farm must be certified for applicable programs.

### **Information Needed**

The following information is needed to complete an acreage report:

- Crop
- Crop type / variety
- Intended use of the crop (fresh, silage, seed, etc)
- Number of acres planted
- Approximate boundaries of the crop (drawn on an aerial photo)
- Non-irrigated or irrigated
- Skip-row patterns
- Plant Dates for each crop

### **Prevented Planting**

Prevented Planting is the inability to plant the intended crop acreage with proper equipment by the final planting date because of natural disaster.

To be considered timely, producers who request prevented planting acreage credit must report the acreage on FSA-578 and complete a Notice of Loss, Part B within 15 calendar days after the final planting date. The final planting date for each crop shall be based on final planting dates established by RMA for insurable crops and National Crop Table planting dates for non-insurable crops.

### **Failed Acreage**

To be approved as failed acreage must have been:

- Reported as failed acreage before the disposition of the crop
- Planted under normal conditions, but failed as the result of a natural disaster and not management decisions

For insured crops, acreage must be reported as failed before the final crop reporting date and the producer must provide FSA with crop insurance data to support the data reported on the FSA-578.

### **Reminder for NAP participants**

For NAP purposes, crops planted after the established final planting date, are not eligible for full coverage.

Production records for NAP crops must be reported to the FSA office no later than the crop's acreage reporting date for the following year.

### **Late-Filed Acreage Reports**

Late-filed acreage reports will be accepted when all of the following apply:

- The producer pays the cost of a farm visit and the costs of verification and determination of crop acreage
- Physical existence of the late-filed crop or crop residue for the for the crop year being reported exists
- The crop's use can be verified
- The crops' acreage for the specific crop year can be determined

Spot-checks are required on all late-filed crops.

### **Revised Acreage Reports**

Producers should notify FSA of any revisions needed to their acreage reports. Revisions on timely reported acreage may be made at anytime by the producer, up to the time of spot-check. No acreage revisions are permitted after the crop acreage has been spot-checked.

County Offices can not, in any way, advise any person on the quantity of acreage that should be reported.

For assistance determining acreages for fields with unofficial acreages, producers should request a measurement service.

### **Spot-Checking Reported Acreage**

Producers are randomly selected for compliance review and spot-checks of acreage reports annually. Producers selected are spot-checked and reviewed for all applicable programs from which they have received benefits.

Spot-checks are completed before evidence of the crop is destroyed, and may be done by a farm visit or in the office using that year's aerial imagery.

Upon completion of a spot-check, FSA will officially notify the producer of the results by mailing a Notice of Acreage Report Determinations, FSA-468. The FSA-468 compares reported and determined acreage and highlights any "out-of-compliance" issues.

### **Measurement Services**

Measurement services may be requested if needed.

A measurement service request is a request for any farm visit or acreage determination that is not required by procedure, including farm visits to:

- Determine exact area designated for a specific crop land or land use by the owner, operator, or other tenant.
- Determine quantity of farm-stored commodities, according to price support procedure
- Re-determine measurements of far-stored production
- Make determinations not required to administer a program, such a crop appraisal

At a minimum, measurement service fees include a basic farm rate plus an hourly rate for the first hour. These rates are charged to recover the cost to perform the service.

### **Other Reminders**

FSA maintains records for your farm that determine your eligibility for various programs administered. Therefore, accurate records are extremely important. Please be sure to contact your local FSA Office with ANY changes to your farming operation. Changes may include: entity members, names changes, land use, ownership, new land, land no longer used, etc.

### **More Information**

Contact your local FSA office to schedule an appointment to report your acreage, or for additional information.

#### ***Cheshire-Sullivan County FSA Office***

11 Industrial Park Drive  
Walpole, NH 03608 Telephone: 603-756-2970, ext. 2

#### ***Coos-Carroll County FSA Office***

4 Mayberry Lane  
Lancaster, NH 03584 Telephone: 603-788-4602, ext. 2

#### ***Grafton County FSA Office***

19 Archertown Road, Suite 1  
Orford, NH 03777 Telephone: 603-353-4650, ext. 2

#### ***Merrimack-Belknap-Hillsborough County FSA Office***

The Concord Center, 10 Ferry St., Box 22, Suite 212  
Concord, NH 03301 Telephone: 603-223-6003

#### ***Rockingham-Strafford County FSA Office***

Knightly Plaza, 629 Calef Highway, Suite 203  
Epping, NH 03042 Telephone: 603-679-4656, ext. 2

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